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DTR-6829

DD/M&S Registry

File Training

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Instructor Costs of Interagency Training

REFERENCE : OTR Memo dtd 1 Sep 71; subject: Cost of Interagency Training

1. As a supplement to reference, we have attempted to arrive at the dollar value of instructor time involved in overall cost of interagency training. We estimate this figure at \$149,834. If we exclude the liaison activity, the cost is estimated at \$31,594.

2. Other programs involved are basically those involved in briefings and visits to the Agency by Government and business organizations and a single program that is run by the Operations School for NSA. Most of the time involved in preparation for outside activities takes place in the normal course of preparation for those courses scheduled for in-house training.

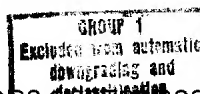
3. Below is a summary of instructor costs to OTR in interagency training and liaison:

a. Briefings	\$ 7,926	(Att. A)
b. Liaison	\$118,240	(Att. B)
c. Operations School Instruction	\$ 1,453	(Att. C)
d. Groups visiting Agency under auspices of the School of Intel- ligence and World Affairs	\$ 22,215	(Att. D)

HUGH T. CUNNINGHAM  
Director of Training

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Briefings

FY 1971

<u>Total Number of Briefings</u>	<u>Average Time Involved Per Briefing</u>	<u>Average Hourly Rate</u>
150	4 Hours	\$13.21 (Based on GS- 15.5)
	ESTIMATED TOTAL COST	\$7,926.00

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Office of Training

Liaison Activities

Army War College, Agency Representative, GS-16, Annual Salary.	\$ 30,943
John F. Kennedy Center, Fort Bragg, Agency Representative, GS-16, Annual Salary.	33,757
National Interdepartmental Seminar, Agency Representative, GS-16, Annual Salary.	32,819
*Defense Intelligence Seminar, Agency Representative, GS-13, Annual Salary.	<u>20,721</u>
TOTAL	\$ 118,240

- \* It should be noted that at times the Agency's DIS Representative, in conducting his course, calls on the services of other OTR staffers, thus the real figure would be higher.

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Operations School Presentation  
for  
National Security Agency

(Given one to three times a year for three days)

PREPARATION

- |  |           |
|--|-----------|
| a. One OTR coordinator, grade 14, at \$12.01 per hour for 20 hours of preparation. | \$ 240.00 |
| b. One OTR training assistant, grade 6, at \$4.00 per hour for four hours.         | 16.00     |

CONDUCT OF COURSE

- |  |        |
|--|--------|
| a. Fifteen hours of guest speakers, average grade 17, at \$17.00 per hour. If we assume that two hours of preparation are required for each hour of presentation, the cost is 3 x 17 x 15. | 765.00 |
| b. Twenty-four hours by OTR coordinator at \$12.00 per hour.   | 288.00 |
| c. \$100 fee for George Kisevalter presentation.   | 100.00 |

WRAP UP

- |  |             |
|--|-------------|
| a. Three hours by OTR coordinator at \$12.00 per hour. | 36.00       |
| b. Two hours by OTR assistant at \$4.00 per hour.      | <u>8.00</u> |

TOTAL	\$ 1,453.00
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## Summary of Groups Visiting the Agency

FY 1971

Brookings	\$ 2,630.52
JCS-DIA	6,847.36
A. F. JR. Council	262.13
ASA Support Group	262.13
Nat'l Sr. Crypto	4,878.12
NSA Crypto	3,563.84
Advance Crypto	1,607.48
FSI B&F	161.24
FSI Admin Ops	524.22
Intel & Foreign Policy	820.58
FSI Sr. Seminar	<u>657.62</u>
TOTAL	\$22,215.24

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Director of Training

EXTENSION

NO.

DIR-6829

DATE

12 October 1971

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TO: (Officer designation, room number, and building)

DATE

RECEIVED

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OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. A DD/S

7D-18 Hqs.

Bob:

I consider these to be soft statistics--as accurate as we can make them--but it is extremely difficult to divide an instructor's time between regularly scheduled OTR courses and special programs. If this helps, good--if you need something else let us know.

AR

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DD / S REGISTERS

FILE *Training*

Deputy Director of Training  
819 1000 Glebe

Rod:

The ADD/S has raised the question about the amount of time instructors spend preparing and presenting instruction for other agencies. Although we recognize the difficulty in accurately measuring the costs (primarily proportions of salaries), it does seem necessary at this particular time to quantify these elusive figures in some meaningful way.

Basic to this requirement for more precise data is the determination that perhaps inter-agency training, if reduced, would result in a saving of several instructor positions, a very relevant consideration just now.

(over)

Executive Officer to the DD/S 7D-24 Hqs



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Your measurement of these costs and related comments will be appreciated and will add significantly to other facts presented in the OTR paper.

/s/



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EO-DD/S 7D-24 Hqs. 6535 02 SEP 1971

EO-DD/S:  (2 Sept 71)

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Distribution:

Orig - Adse w/cy of DD/S 71-3447

✓ 1 - DD/S subject w/orig of DD/S 71-3447

1 - DD/S chrono

DD/S 71-3447: Memo dtd 1 Sept 71 to DD/S fm D/TR, subj: Cost of Interagency Training

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DIA-6719

DD/S 71-3447

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Cost of Interagency Training

1. It has been the practice of the Office of Training to provide training for other Government agencies, including the Executive Branch, to the extent possible within staff and budgetary limitations and the expressed wish of the most concerned component -- generally the Clandestine Service. In many cases the cost of the training is limited to the salaries of the instructors for their time in preparing and conducting the training. On the other hand, [redacted] apparent within the past fiscal year, there are costs beyond salaries; that is for material used in countersabotage training, and based on requests so far in FY 72 the sum will be between \$18,000 and \$25,000. These are programs for the Secret Service, State Department, the White House, and Atomic Energy Commission. There were four such programs for 21 officers in FY 70 at a cost of \$3,100. In FY 71 we conducted six programs for 68 officers at a cost of \$10,300. The projected figure for FY 72 takes in only the commitments we have made, including two groups of 25 each from the Special Forces at Fort Bragg.

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2. In the first category of training services in which only salaries are the prime costs, most of the training is at Headquarters. We regularly, for example, conduct the two-day JCS-DIA Orientation, with two such sessions a year. Last fiscal year we put on a four-day program at the request of FI [redacted] for about 25 officers in the National Security Agency who are involved in liaison work. For the Foreign Service Institute's one-week course in Intelligence and Foreign Policy, we provide two days of coverage on the Agency's organization and functions.

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downgrading and  
declassification

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Thought is being given to our renewing the "Day at CIA" for the National Interdepartmental Seminar. This program is in response to a special request of Howard Haugerud, the NIS Coordinator, and would require six presentations a year. We have given the [redacted] instruction [redacted] for officers from the Department of State. Of note also are the briefings (about 150) that OTR's instructors give at Government installations each year.

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4. We intend to curtail acceptance of requests and in fact have begun to do so, generally in coordination with the Clandestine Service. We recently notified the Department of Army that we could not accept its proposal (March 1971) to provide training for about 50 of its personnel, on an annual basis, because of staff limitations and work load restraints. We will honor the commitments we have made for this fiscal year but will take a hard look at new ones involving unusual costs, keeping in mind that even with an outlay of a maximum of \$25,000, we are probably getting much more from our compatriots than we are giving.

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[redacted]  
HUGH T. CUNNINGHAM  
Director of Training

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